

**STATE OF RHODE ISLAND
DEPARTMENT OF ADMINISTRATION
OFFICE OF ACCOUNTS AND CONTROL**

FY2022

**SCHEDULE FOR SUBMITTING EXCEPTION HOURS REPORT
TO THE STATE CONTROLLER'S OFFICE
FOR FISCAL YEAR ENDING JUNE 30, 2022**

PAY PERIOD #	BI-WEEKLY PAYROLL PERIOD ENDING (SATURDAY)		TRANSMIT TO CENTRAL PAYROLL		PAYDAY (FRIDAY)	
	Month	Day	Month	Day	Month	Day
1	JULY	03	JULY	06	JULY	09
2	JULY	17	JULY	20	JULY	23
3	JULY	31	AUGUST	03	AUGUST	06
4	AUGUST	14	AUGUST	17	AUGUST	20
5	AUGUST	28	AUGUST	31	SEPTEMBER	03
6	SEPTEMBER	11	SEPTEMBER	14	SEPTEMBER	17
7	SEPTEMBER	25	SEPTEMBER	28	OCTOBER	01
8	OCTOBER	09	OCTOBER	12	OCTOBER	15
9	OCTOBER	23	OCTOBER	26	OCTOBER	29
10	NOVEMBER	06	NOVEMBER	08	NOVEMBER	12
11	NOVEMBER	20	NOVEMBER	22	NOVEMBER	26
12	DECEMBER	04	DECEMBER	07	DECEMBER	10
13	DECEMBER	18	DECEMBER	21	DECEMBER	24
14	JANUARY	01	JANUARY	04	JANUARY	07
15	JANUARY	15	JANUARY	18	JANUARY	21
16	JANUARY	29	FEBRUARY	01	FEBRUARY	04
17	FEBRUARY	12	FEBRUARY	15	FEBRUARY	18
18	FEBRUARY	26	MARCH	01	MARCH	04
19	MARCH	12	MARCH	15	MARCH	18
20	MARCH	26	MARCH	29	APRIL	01
21	APRIL	09	APRIL	12	APRIL	15
22	APRIL	23	APRIL	26	APRIL	29
23	MAY	07	MAY	10	MAY	13
24	MAY	21	MAY	24	MAY	27
25	JUNE	04	JUNE	07	JUNE	10
26	JUNE	18	JUNE	21	JUNE	24

PLEASE NOTE: Every effort must be made to transmit payrolls prior to or by the close of business on the Monday following the end of the payroll ending date. If a holiday occurs on the Monday following the payroll ending date, the payroll **MUST** be transmitted on Tuesday. If a holiday occurs on the Tuesday following the payroll ending date, payroll transmittal **MUST** be on the Monday following the payroll ending date.